



WALTHAM ON THE WOLDS AND THORPE ARNOLD NEIGHBOURHOOD PLAN

STEERING GROUP MEETING NOTES TUESDAY 29 SEPTEMBER 2015 WALTHAM VILLAGE HALL

Attendees

Jayne Haynes (JHa)
James Houghton (JHo)
Cllr David Lovegrove (DL)
Judith Maidment (JM)
Richard Snodin (RS)

David Hill (DH)
David Jefferson (DJ)
Cllr Martin Lusty (ML)
Ron Marks (RM)
Steve Ware (SW)

Apologies

Claudine Baxter (CB)
Malcolm Mills (MM)

Cllr Peter Holbrook (PH)
Alan Noble (AN)

Copies to:

SG members and Parish Council notice board and website.

1. Aims of the meeting

- Catch up on actions since the last meeting.
- Learn about the NP process at Uppingham.
- Agree the approach for Stage 2 and the support needed.
- Discuss the scope of the NP and update the Project Plan.
- Agree next steps and set up Task Groups.

2. Minutes of the last meeting

The minutes were agreed with minor additions.

Action: update minutes and post to Dropbox (ML).

3. Learning about the NP process at Uppingham

Ron Simpson has been closely involved in preparing the Neighbourhood Plan for Uppingham town in Rutland. He kindly attended our meeting and gave an interesting and inspiring presentation about the Plan and the preparation process. Ron's main points were as follows:

- The NP planning process can do a huge amount for communities by bringing people and groups together and achieving consensus.
- A NP must comply broadly with the Local Plan (LP) and it should have flexibility designed in. There is an opportunity in Melton to influence the LP
- Uppingham's Plan cost only £10,000 to prepare, including printing. Much of the work was done by volunteers, although a required Sustainability Assessment was done professionally. We were encouraged to 'do it ourselves' although this required quite a commitment. Review stages should

be built into the process. Uppingham's task group had 12 members with 3 representative of the Town Council.

- The Design Council was engaged to help with design policies.
- We need to involve the school and young residents. Uppingham ran a disco to which the entrance requirement completion of a questionnaire. Some of the best ideas came from young people.
- Community involvement was by means of a mixture of surveys and public meetings/workshops although the exact process was not entirely clear. Large public workshops require strong facilitation and breaking down into smaller groups. Uppingham also ran developer workshops.
- Although the primary focus is on land-use, Uppingham's NP covers a large number of associated topics: highways (roundabouts and by-pass), speeding, public transport, high-speed broadband, public information signage, etc.
- Development sites were selected based on agreed criteria and these decisions have successfully been defended in court.
- Parish and town councils are eligible for 25% of Community Investment Levy (CIL) payments by developers (CILs are yet to be adopted by LCC and MBC in place of Section 106 agreements).
- All related documents are available online (<http://www.uppinghamneighbourhoodplan.info/>).
- The NP document should be as short as possible and written in plain English.

4. Terms of Reference

Draft ToRs for the Steering Group were discussed and changes agreed. The ToRs were subsequently agreed by the Parish Council and posted to Dropbox.

5. Learning from Asfordby PC

Steve reported that the planned meeting with representatives of Asfordby PC had not yet taken place due to Claire Dorans' absence on holiday. It will hopefully be arranged now before our next meeting. We did learn that Asfordby PC are managing the NP process themselves, rather than having a separate Steering Group, and that they were very satisfied with the work of consultant Colin Wilkinson.

Action: as previously minuted, meet with Asfordby representatives and feedback to the next meeting (SW, MM, JHo).

6. Scope and consultation process

Ron raised the issue of the geographic boundary for the NP. It was confirmed that the agreed area is the whole WotWaTA parish (see letter from Jim Worley dated 26 February which has been posted to Dropbox in the 'Melton Borough' folder).

Following on from Ron Simpson's input, we discussed the topics that the NP could cover and also the process for engaging community and stakeholders (surveys, workshops, etc.). We all agreed to individually reflect on both these questions in preparation for reaching a consensus at the next meeting. Note that the LRWT nature reserve between Bescaby Lane and the Stonesby Road is outside our parish.

Action: propose a list of topics for the NP and circulate by Friday 9 October (SW). Comment on Steve's list and reflect on the consultation options before the next meeting (All).

Action: seek more clarity on the consultation process used by the Bottesford NP team (ML).

7. Parish Profile

We agreed that a Parish Profile document, similar to that prepared at Asfordby, was a good starting point for the 'evidence' section on the NP. This will cover demography, housing, land availability, green spaces, etc., etc. It is something we could start on straight away and a sub-group was formed for the task.

Action: prepare a first draft parish profile document for review at the next meeting (RS, JHo). Circulate the link to the online 2011 census results for WotWaTA (SW).

8. Support from MBC

Ron is due to meeting with Jim Worley and members of his team on Friday 2 October to better understand the support MBC will offer and its requirements of us.

Action: meet with MBC and report back to the next meeting (RM)

9. Project Plan

No further progress at this meeting. We had previously agreed that the timing of the original Project Plan, as prepared by Colin Wilkinson, is no longer achievable and that a revised programme will be prepared once the process is fully understood.

10. Finances

No progress was reported since the last meeting.

Action: identify and secure other sources of grant funding (PH).

Action: seek clarity on the drawdown of funding from MBC and the MBC costs to be included in the budget at the meeting arranged for 2 October (RM).

11. Next meeting

29 October was provisionally set for the next meeting at 7.30pm in Waltham Village Hall (**subsequently confirmed**).